

CITY OF SALINA
POSITION DESCRIPTION

CLASS TITLE: Utility Maint. Worker I **GR:** H **FLSA:** NE **DATE:** 06/01/2007
DEPARTMENT: Utilities **DIVISION:** Utility
REPORTS TO: Wastewater Operation Foreman **APPROVED:** _____ **JOB CODE:** 5020
Wastewater Maintenance Foreman

GENERAL DESCRIPTION:

Under general supervision, performs semi-skilled and skilled labor in the maintenance and operation of a wastewater collection system, including pumping stations. Work varies with some leeway for discretion and independent action.

TYPICAL DUTIES:

Installs, repairs, cleans and inspects wastewater pipelines; installs and repairs valves and manholes; maintains wastewater pumps, motors and controls; performs minor electrical and mechanical maintenance; performs custodial work such as cleaning, painting, lawn mowing; performs overtime as required; and performs other duties as assigned.

SUPERVISION - RESPONSIBILITY FOR WORK OF OTHERS:

None.

MINIMUM EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:

Completion of a high school level education or G.E.D.; two years experience in the maintenance of mechanical and electrical equipment or related work; possession of or obtain a Kansas commercial driver's license (CDL) with tanker and air brake endorsements, within three (3) months of appointment.

RESIDENCY REQUIREMENTS:

This position has a 40 minute response time by way of the most direct route and within the posted speed limits; or must live within the city limits of Salina, Bennington, Minneapolis, McPherson, Solomon, Abilene, or Carneiro.

ESSENTIAL JOB FUNCTIONS:

Establish and maintain effective working relationships with fellow employees, officials and the public. (Daily)

Apply the knowledge of materials, equipment and procedures to effectively maintain wastewater systems. (Daily)

Maintain and safely operate equipment. (Daily)

Read meters, gauges, charts, etc. to maintain accurate records. (Daily)

Read utility maps and operating instructions. (Daily)

PHYSICAL DEMANDS OF ESSENTIAL JOB FUNCTIONS:

Work Type: Heavy, exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

Climbing/Balancing: Climb inclines and ladders, uneven surfaces, balance required

Walking: Extensive walking required

Stooping/Bending: Frequently

PHYSICAL DEMANDS OF ESSENTIAL JOB FUNCTIONS (continued) :

Stand/Sit: Sit about 20 percent of the time

Reaching: Frequent, overhead as well as horizontal

Vision: Adequate to perform essential job functions

Color Vision: Ability to distinguish colors

Hearing: Frequently perceive nature of sounds by ear

Speech: Frequently express ideas by means of spoken words

Eye/Hand/Foot Coordination: Occasionally operates precision equipment

Manual Dexterity: Frequently operates valves, switches, etc. and frequently operates vehicles and equipment

ENVIRONMENTAL DEMANDS OF ESSENTIAL JOB FUNCTIONS:

Inside/Outside: Work inside and outside

Cold/Heat: Adverse conditions possible

Wet/Dry: Adverse conditions possible

Noise/Vibrations: Equipment noise

Hazards: Moderate exposure to chemicals and traffic

Fumes/Dust/Odors: Frequent exposure to dust, fumes and odors

Infectious Diseases: Moderate exposure

MENTAL REQUIREMENTS OF ESSENTIAL JOB FUNCTIONS:

Ability to read and comprehend technically-written material.

Ability to understand and apply mathematical concepts accurately.

Ability to listen to and apply information and instructions.

Ability to organize information for concise written records.

MACHINES, TOOLS, EQUIPMENT AND WORK AIDS USED:

Telephone, two-way radio, test equipment, hand and power tools, sewer cleaning equipment, inspection equipment, trucks, jackhammer and backhoes.

REMARKS:

The above position description is intended to describe the duties of an employee in general terms and does not necessarily describe all of his/her duties.